

Michigan Association of State and Federal Program Specialists
Regular Meeting
Hampton Inn
February 12, 2009
9:00 a.m.-12:00 p.m.

Minutes

Call to Order: The meeting was called to order by President Judy Handley at 9:05 .am.

Attendance: Jennifer Allen, Michele Burley, Jan Callis, Paula Daniels, Sam Ewing, Judy Handley, Rick Heitmeyer, Denyse Jones, Julie Lemond, Marie Miller, Willye Pigott, Mike Radke, Sara Shriver, David Solis, Glen Taylor, Glenda Virden and Karon Yeager

Excused Absences: Debbie Kitson, Margaret Madigan, Jeanette Magsig, Scott Pitts, Michele Sandro, Sharon Spencer, Grace Velchansky and Sue Warren

Correction: Karen Ruple—excused absence

Approval of Agenda:

Judy Handley suggested that the Fall Director’s Planning get moved under the NAFEPA report on the agenda.

ACTION ITEM: Moved by David Solis and seconded by Glenda Virden; Motion carried.

President’s Report: Judy Handley

- A list of names was circulated asking who would be attending the Summer Institute.
- We have 40 rooms reserved.
- The Summer Institute will be held at Park Place Hotel in Traverse City, August 4-7, 2009

President Elect’s Report: Dr. Paula Daniels

- We are ready for the Summer Institute.
- The committee will meet today. Paula has been in contact with Tony Faxon (from MDE Special Education Department). The Special Education department would like to do some collaboration with this organization. Paula is in the process of setting up a meeting with the two groups. She is seeking ideas for collaboration.

- Paula has also met with the OEAA Advisory committee to discuss changes in the writing portion of MEAP. There is a proposal to have the Writing section of MEAP assessed at grades 4 & 7. It would begin in the fall of 2010. MDE is not sure the results from the Writing are worth the dollars in which the state is currently spending.

Executive Secretary's Report: Sara Shriver

- Received email from Linda Brown stating that she is very pleased that Glenda received the Linda Brown Lifetime Achievement award. However, Linda will be unable to attend fall conference due to prior commitment.
- Linda Forward might not be able to attend the meeting today to share information regarding MI-SAS.
- The March meeting will be held **March 9, 2009, 6:00 p.m.** at the Sheraton
- Shared a list of exciting attractions (from the internet) to visit in Washington DC during NAFEPA
- Paula visited the Newseum (news museum) while in Washington, DC last month and spoke very highly of its displays/news.
- Preparations for Congressional Representatives' election is in March
- Sara will contact Deb Kitson and ask her to attend the meeting in March to share a list of nominees for Congressional Representative for odd number years.
- The election will be held at the regular meeting in April.
- Roberta Stanley is no longer able to attend our meetings because of her new role. We are inviting her to our meeting in March and present her with two engraved glasses to show our appreciation for her support to the organization.

ACTION ITEM: Moved by Marie Miller and seconded by Glenda Virden that we change the name of the Legislative Award to the Roberta Stanley Lifetime Achievement award. Motion carried. (do not include in minutes)

Secretary's Report: Willye Pigott

- The minutes from May, December 2008 and January 2009 were reviewed.
- **Corrections:** Denyse Jones had an excused absence from the meeting in December. Minutes from January 2009 (top of page 5), change Denyse's last name from **Allen** to **Jones**.

ACTION ITEM: Moved by Dr. Paula Daniels and seconded by Michele Burley that the minutes be approved with the necessary corrections. Motion carried.

Treasurer's Report: Sam Ewing

- The treasurer's report in packet was reviewed.
- MAS/FPS is waiting for a check from Regonline for registrations to MDE School-wide workshops.

ACTION ITEM: Moved by David Solis and seconded by Glen Taylor that the Treasurer's report be accepted as presented. Motion carried.

MDE Report: Mike Radke,

- Stimulus package is lots of money.
- Most districts have submitted a list of suggestions (to MDE) of how funds can be utilized.
- MDE is currently looking for ideas regarding how Title I and McKinney-Vento can spend these funds.
- Stimulus package and estimated allocation money should come out together.
- It seems as if money from the Stimulus package will be available for 2009-10 school year.
- Districts must have a deep plan. The plan must include **reform strategies** that are 50% more than what you're currently doing.
- LEA planning cycle, Consolidated Application and School Selection will probably be out this month.
- The "obligation" date will be the date the plan is submitted and received by MDE. MDE's goal is to have everything reviewed by July 1 and approved budgets prior to the start of the school year.
- Districts need to budget for additional items during the amendment process. You don't need to amend the plan.
- This summer, the districts' Title I person and the Consolidation Application person need to be working together. If Consolidated Application is submitted just to receive the money, it will be rejected.
- Submit the Consolidated Application in **substantially approvable** form.
- Schools should start with an approved application.
- 175 districts' application approvals are pending.
- Summer school expenses can be included in next year's budget.
- Include money in the budget to evaluate the reform strategies
- Mike needs a list of **research based strategies that impact student achievement**. Whatever the "need," there should be a research based strategy to support that need.
- The Title I part of Stimulus package covers a 2 year period (2009-2011).
- Secretary of Education might waiver supplement vs. supplant to help make spending of Title I funds more flexible.
- Title V is no longer available in regards to allocation.
- The way we're currently calculating carryover is incorrect. The different between the 15% carry over amount plus funds obligated for this year equals the carryover.
- Funds are obligated as soon as a person begins working.
- If districts have a contract with a speaker for next year, the carryover amount must be reduced for the cost of the speaker.

- Is there a limit as to how far out districts can obligate? Maybe 27 months.
- MDE requires building by building budgets for all Title I buildings.
- The U.S. Department of Education will return to Michigan next year (2010) for an audit. MDE will be delighted to partner with MASFPS.
- MDE would also like to have monthly webinars to help inform districts of new information/changes, questions and answers.

High Priority schools: An accountability grant has been given to MAISA. Their goal is to set up 2 major components: 1) set up data training to help understand data and 2) get **content level** coaches into buildings based on needs (Phase I). These would be classroom level coaches to help teachers understand classroom level data. These are not leadership coaches. If the ISD has content coaches, we would like to utilize their services. MDE will be training these content level coaches using money from the Accountability grant.

High School: With 50% more money allocated, districts need to consider making high schools Title I. This would only be effective for 2 years based on the Stimulus package. MDE wants to provide some type of support to all schools.

NAFEPA Reports: Glenda Viriden, Marie Miller, Sam Ewing

Marie Miller: Executive phone conference will be held Friday, February 13.

Glenda Viriden:

- NAFEPA's conference schedule should be on the website. Glenda also shared a brief overview of the schedule.
- NAFEPA position paper will be shared again with legislators
- There have been changes in Title III. Presenters will share this information at the conference.

Sam Ewing:

- NAFEPA scholarships—17 completed applications were submitted. The NAFEPA rubric was used for the screening process of each application.
- One student will receive a \$1000 scholarship; one student will receive a \$500 scholarship and two students will receive \$250 scholarships.
- A recommendation was made by Sam that the remaining 13 applicants each receive a scholarship in the amount of \$100 for this year only.

ACTION ITEM: Moved by David Solis and seconded by Marie Miller that 13 of the scholarship applicants receive \$100. Motion carried.

Recipients and amount of scholarships:

\$1000

Alexander Chivescu (Rochester Hills GPA 4.0)

\$500

Shakreya Zkrullah (Holland, GPA 4.0),

\$250

Dajamen Mitchell (Detroit)

Briahna Hardaway (Detroit)

\$100

Daniel Brittany (Detroit)

Lindsay Figgins (Burton)

Joseph Franke (Jackson)

Whitney Gonzales (River Rouge)

Alison Hemenway (Ionia)

Sherhira Lowery (River Rouge)

Talon Page (River Rouge)

Christopher Perry (River Rouge)

John Rutherford (Detroit)

Channing Shriver (Trufant)

Gregory Watson (Ecorse)

Robyn Williams (Ecorse)

Autumn Yarbrough (Davison)

A letter and check will be sent to the 4 top scholarship winners and a check to the other 13 students.

Fall Directors' Planning: Michele Burley

- Shared a “draft” of the Fall Institute schedule “Celebrating Results—Doing What Works” & 40th Anniversary Celebration.
- The topics for 3 days are: 1st day--Practitioner 2nd day—Compliance 3rd day—Parent Involvement
- Tom Maridada is interested in doing breakout sessions
- Marie Miller is seeking presenters (\$2500 plus expenses) for Parent Involvement, possibly Joyce Epstein; include her book in participants’ packets.
- MDE will commit to the 2nd day per Mike Radke. Please submit topics for discussion to Mike.
- Please send any suggestions regarding the Fall Institute’s program to Michele Burley or Karen Ruple.

Jan Callis:

- Jan distributed and shared information from the postcard “Creating a Common Vocabulary for School Improvement, One Common Voice-One Plan.” The postcards are available through MDE (Linda Forward’s office).
- School-wide components are not on the MDE School-wide template. The School-wide SIP will not be approved using this template.

Corrections: “Schoolwide” not CNA

BREAK

Committee Reports:

Winter Institute:

Judy recommended that registration be extended 1 week (deadline February 20).

ACTION ITEM: Moved by David Solis and seconded by Melanie Schroeder that registration for the Winter Institute is extended 1 week; Motion carried.

Fall Director’s

Sara will send a reminder to the committee asking them to schedule a meeting to continue planning for the Fall Institute.

Legislative Planning (NAFEPA): Glen

- MAS/FPS Title I information will be put on thumb drives to present to the legislators in Washington, DC during the NAFEPA conference.
- Please email pictures of students participating in Title I activities to Glen.
- He would like to include the pictures on the thumb drives to help show how Title I dollars are being utilized in Michigan.

U.P. Conference: Glenda

- Glenda shared the Boot Camp flyer. Participants at the U.P. conference will include Title I coordinators and anyone that has the responsibilities of state and federal programs.
- Registration Fee: \$175
- The first 100 registrants will receive the printed Index Organizer. Other participants will receive the CD.

Old Business: (combined with New Business)

New Business: Judy Handley

- The meeting in April will be held April 2 because several districts are on spring break during the week of April 6.
- C-Vent vs. Regonline: Regonline has been purchased by another company. There might be an increase in cost to the organization to utilize its services
- Sara and Tricia have spent time viewing C-Vent webinars.
- Sam will explore the cost further and report back to the group in March or April.
- Sara shared an email request from an Instructional Specialist (MDE) regarding reducing event registration fees for MDE Instructional Specialist.

- According to Sam, in the past, MAS/FPS has waived the membership fee and charged the conference rate.
- Judy asked Sara to respond indicating they (IS) can register (with Tricia) at the member rate and early registration for the Winter Institute has been extended 1 week.

Adjournment: 12:45 P.M.